

# Quarterly Totals

## Demographic Reporting Form

Positive Alternatives

Date: April 14, 2015

Grantee Name: Face to Face

### 1. Client Age Range:

| Under 15 | 15-17 | 18-19 | 20-24 | 25-29 | 30-34 | 35+ | Unknown age |
|----------|-------|-------|-------|-------|-------|-----|-------------|
| 0        | 2     | 19    | 16    | 0     | 0     | 0   | 0           |

### 2. Client Pregnancy Status:

| 1st Trimester | 2nd Trimester | 3rd Trimester | Post-partum | Pregnancy Status Unknown |
|---------------|---------------|---------------|-------------|--------------------------|
| 21            | 13            | 3             | 0           | 0                        |

### 3. Client Marital Status:

| Married | Not Married | Marital Status Unknown |
|---------|-------------|------------------------|
| 4       | 32          | 1                      |

### 4. Client Race:

| Race: White | Race: African-American | Race: African-African | Race: American Indian | Race: Asian Pacific | Race: Other/ Multi Race | Race: Unknown |
|-------------|------------------------|-----------------------|-----------------------|---------------------|-------------------------|---------------|
| 5           | 16                     | 1                     | 0                     | 8                   | 6                       | 1             |

### 5. Client Ethnicity:

| Hispanic Ethnicity: Yes | Hispanic Ethnicity: No | Ethnicity: Unknown |
|-------------------------|------------------------|--------------------|
| 9                       | 27                     | 1                  |

## **INSTRUCTIONS FOR COMPLETING DEMOGRAPHIC REPORTING FORM**

- 1.** Enter the date covered by the reporting period. The date will correspond to the quarterly report (e.g., January – March, 2014).
- 2.** Enter your organization name.
- 3.** Using the Individual Demographic forms collected during the reporting period, enter the totals for each of the demographic categories in numbers 1 – 5.
- 4.** Save the form as a new document. Send it in by email with your Update Report of the same quarter. Reports are due the 20<sup>th</sup> of the month after the end of a quarter.
- 5.** Reuse the form each quarter.